



REQUEST FOR AUTHORIZATION (RFA) CHECKLIST
NJPDES/Discharge to Surface Water Permit
Category BGR - General Remediation Clean-up Permit Authorization

TO HELP US PROCESS YOUR RFA MORE EFFICIENTLY, PLEASE PROVIDE ALL ITEMS LISTED BELOW.

This checklist is provided to you as guidance for completing a Request for Authorization (RFA) under NJPDES/DSW permit NJ0155438. Should you have any questions pertaining to the applicability of the BGR master general permit to a discharge scenario; the resulting effluent limitations and requirements; or questions regarding completion of the RFA forms, please contact the Bureau of Point Source Permitting - Region 1 or Region 2 at (609) 633-3869 or (609) 292-4860.

Be sure to read all instructions and answer all questions when filling out the following RFA forms. If an item is not applicable, enter "N/A" or a similarly appropriate response.

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FORM NJPDES - 1 - Instructions are provided with the form.

Be sure to indicate in items 5 and 9B if the treated groundwater will be conveyed to the receiving waterbody through a storm drainage system. If a storm drainage system will be used, indicate in item 5 who has ownership of such storm drainage system (e.g., municipality, county or New Jersey Department of Transportation (NJDOT)). Be sure to obtain local approval if you will discharge to a municipal or county storm drainage system. If you will make an attachment to or install drainage facilities to any NJDOT drainage structure or within the state highway system, a separate drainage permit may be required to be obtained from the NJDOT. Please refer to Attachment I for more information regarding NJDOT.

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EVIDENCE OF RFA SUBMISSION TO THE AFFECTED SEWERAGE ENTITY(IES) AND MUNICIPALITY - Applicable for NEW discharges or for a change in the location or method of discharge for EXISTING discharges. Submit copies of the signed and dated notices that were sent along with the RFA to the affected sewerage entity(ies) and municipality via certified mail return receipts requested or by other means of verification, and copies of the dated certified mail return receipts or other means of verification of receipt.

NOTE: Prior to submitting an RFA to the Department, submit the following to the affected sewerage entity(ies) and municipality in accordance with N.J.A.C. 7:14A-4.3(a)13:

1. A copy of the RFA.
2. A written notice (certified mail return receipt requested or by other means which allows verification of the fact and date of receipt) that the sewerage entity(ies) and municipality must submit to the Department written comments regarding or objections to the proposed discharge or activity within 30 days of receipt of said notice. The Department shall consider these comments in determining whether to issue an authorization.

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NJPDES TECHNICAL FORM (Form C) - Detailed instructions are provided on the form. **Complete all Items, except Item 7.**

Note: The applicant must also perform and submit the results of at least **ONE REPRESENTATIVE ANALYSIS OF THE UNTREATED WASTEWATER** from a recovery well, monitoring well, or from an excavation resulting from the area that will undergo remediation or other sources. The Department recognizes that Form C requires that effluent data be included; however, for the purposes of the BGR permit, untreated wastewater data is required. Analytical results and copies of all laboratory data sheets must be compiled into a "**Groundwater Characterization Report**" that is attached to Form C. All applicants should submit the most recent representative data. However, the analytical data must all be from

the same sampling event and must have occurred no more than 12 months before the date of RFA submission. Instead of including RFA data in items 10A, B, C and D of Form C, applicants may specify "See attached Ground Water Characterization Report". Samples shall be collected in accordance with the current NJDEP Field Sampling Procedures Manual available from the Bureau of Revenue, Map Sales and Publications Office (609-777-1038). All analyses must be performed by a NJ certified laboratory. The analysis shall address the following compounds:

- **Conventional/Non-conventional Compounds:**

Total Organic Carbon, Total Suspended Solids, pH, Oil and Grease

- **Toxic Metal Compounds:**

Total Recoverable Antimony, Total Recoverable Arsenic, Total Recoverable Beryllium, Total Recoverable Cadmium, Total Recoverable Chromium, Total Recoverable Copper, Total Recoverable Lead, Total Recoverable Mercury, Total Recoverable Nickel, Total Recoverable Selenium, Total Recoverable Silver, Total Recoverable Thallium, Total Recoverable Zinc

- **Volatile Compounds:** Analysis by GC/MS scan using EPA Method 624

- **Acid Compounds:** Analysis by GC/MS scan using EPA Method 625.

- **Base Neutral Compounds:** Analysis by GC/MS scan using EPA Method 625.

- **Pesticides**

The Department as part of the technical review may require additional analytical requirements based on site-specific conditions.

☐ **BGR CERTIFICATION FORM**

Administrative Certification. The signature must be completed according to N.J.A.C. 7:14A-4.9. The permittee is required to publish an intent to request authorization under the General Permit pursuant to N.J.A.C. 7:14A-6.13(d)3. The following public notice shall be used as established in the General Permit:

"Notice is hereby given that pursuant to N.J.A.C. 7:14A-6.13(d)3, _____ [name of applicant] intends to submit a request for authorization under the General Remediation Clean-up Permit, No.NJ0155438 to the N.J. Department of Environmental Protection. This authorization will allow _____ [name and address of facility] to discharge treated groundwater from remediation projects into select surface waters of the State."

SUBMIT ONE ORIGINAL AND ONE COPY OF THE RFA TO:
New Jersey Department of Environmental Protection
Bureau of Permit Management, P.O. Box 029, Trenton, New Jersey 08625-0029
Attn.: Administrative Review Unit

ATTACHMENT I

STORM DRAINAGE SYSTEMS UNDER THE JURISDICTION OF THE NJDOT

If the applicant will make an attachment or install drainage facilities to any NJDOT storm drainage system or within the state highway system, it shall contact the appropriate NJDOT office below:

Northern Office
973-770-5140

Counties: Bergen Essex, Hudson, Morris, Passaic, Sussex, Union
and Warren (North of Route 57 only)

Central Office
732-308-4106

Counties: Hunterdon, Mercer, Middlesex, Monmouth, Ocean, Somerset
and Warren (South of Route 57 only)

Southern Office
609-795-4725

Counties: Burlington, Camden, Gloucester, Cumberland, Cape May, Atlantic
and Salem